

JULY 30, 2020

THE REGULAR WEEKLY MEETING OF THE CARBON COUNTY BOARD OF COMMISSIONERS CONVENED THIS DATE AT 10:30 A.M. IN THE COMMISSIONERS' MEETING ROOM, CARBON COUNTY ADMINISTRATION BUILDING, JIM THORPE, PENNSYLVANIA.

PRESENT WERE COMMISSIONERS NOTHSTEIN, LUKASEVICH, AND AHNER, CHIEF CLERK/COUNTY ADMINISTRATOR ELOISE AHNER, SOLICITOR MISCAVIGE, AND ASSISTANT CHIEF CLERK KLEIN.

THE COUNTY CONTROLLER, COUNTY TREASURER, AND THE COURT ADMINISTRATOR WERE ALSO PRESENT.

**MOMENT OF SILENCE:**

A MOMENT OF SILENCE WAS OBSERVED.

**PRAYER:**

THE VICE CHAIRMAN OFFERED THE PRAYER.

**PLEDGE OF ALLEGIANCE:**

THE MEETING OPENED WITH THE PLEDGE OF ALLEGIANCE.

**OFFICIAL ACTIONS OF THE CARBON COUNTY BOARD OF COMMISSIONERS:**

**MINUTES:**

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD JULY 23, 2020.

BOARD POLLED:   AHNER       YES  
                          LUKASEVICH YES  
                          NOTHSTEIN YES

**GUESTS: (CONCERNING COUNTY BUSINESS AS PER COUNTY POLICY #2012-01 GOV)**

THERE WERE NO GUESTS CONCERNING COUNTY BUSINESS.

**EXECUTIVE SESSIONS:**

THE CHAIRMAN REPORTED THAT THE FOLLOWING EXECUTIVE SESSION WERE HELD:

JULY 28, 2020	1:30 P.M.	PERSONNEL
JULY 30, 2020	9:00 A.M.	PERSONNEL AND LITIGATION

**DEPARTMENT REPORTS:**

**CHIEF CLERK/COUNTY ADMINISTRATOR:**

**BUDGET TRANSFERS:**

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE THE BUDGET TRANSFERS AS LISTED ON TRANSMITTALS DATED JULY 30, 2020.

BOARD POLLED: AHNER YES  
 LUKASEVICH YES  
 NOTHSTEIN YES

**SUPPLEMENTAL APPROPRIATIONS:**

THERE WERE NO SUPPLEMENTAL APPROPRIATIONS.

**EXPENDITURE APPROVAL:**

**GENERAL FUND CLEARING ACCOUNT:**

APPROVAL OF CHECK NUMBERS 214689 THROUGH 214795 FOR EXPENDITURES THROUGH THE GENERAL FUND CLEARING ACCOUNT AS FOLLOWS:

GENERAL FUND	\$	545,786.47
COUNTY PARKING FUND	\$	1,548.82
LIQUID FUELS FUND	\$	921.82
AREA AGENCY ON AGING FUND	\$	75,064.38
CHILDREN & YOUTH FUND	\$	39,083.53
HUMAN SERVICE AGENCY FUND	\$	993.38
DOMESTIC RELATIONS FUND	\$	23,169.59
WORKFORCE INVESTMENT ACT FUND	\$	7,958.69
PARKS & RECREATION FUND	\$	12,927.48
9-1-1 FUND	\$	20,858.44
HAZ-MAT RESPONSE FUND	\$	35.48
CENTRALIZED BOOKING FUND	\$	1,159.24
VICTIM/WITNESS FUND	\$	45.17
AFFORDABLE HOUSING FUND	\$	1.55
CAPITAL PROJECTS FUND	\$	296,446.25
FRINGE BENEFIT PAYMENT FUND	\$	<u>524,005.87</u>
TOTAL:	\$	1,550,006.16

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE PAYMENT OF THE CHECK NUMBERS AS LISTED ABOVE.

BOARD POLLED: AHNER YES  
 LUKASEVICH YES  
 NOTHSTEIN YES

**TREASURER'S REPORT:**

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO ACCEPT THE TREASURER'S REPORT DATED JULY 20, 2020 TO JULY 24, 2020 REPORTING BALANCES AS FOLLOWS:

**BALANCES AS OF JULY 24, 2020:**

GENERAL FUND CHECKING ACCOUNT	\$	1,954.05
GENERAL FUND SP NOW	\$	16,498,855.83
PLGIT/PRIME	\$	5,000,000.00
OPERATING RESERVE FUND SP NOW	\$	32,068.86
PLGIT/PRIME	\$	950,000.00

JULY 30, 2020

RENTAL PROPERTY FUND	\$ 189,670.37
COUNTY PARKING FUND SP NOW	\$ 354,296.68
PLGIT/PRIME	\$ 750,000.00
LIQUID FUELS TAX FUND	\$ 665,868.73
AREA AGENCY ON AGING FUND	\$ 266,112.01
CHILDREN & YOUTH FUND	\$ 253,124.76
HUMAN SERVICE AGENCY FUND	\$ 21,516.33
DOMESTIC RELATION IV-D FUND	\$ 122,574.27
WORKFORCE INVESTMENT ACT	\$ 16,294.25
PARKS & RECREATION FUND	\$ 78,726.00
CARBON TRANSPORTATION SYSTEM FUND	\$ 274,778.45
9-1-1 FUND	\$ 943,497.11
HAZMAT RESPONSE FUND	\$ 158,129.30
OFFENDER SUPERVISION FUND	\$ 337,639.08
ADULT ELECTRONIC MONITORING FUND	\$ 217,127.42
FARMLAND PRESERVATION FUND	\$ 68,025.58
HUMAN SERVICE DEVELOPMENT FUND	\$ 12,503.41
HOMELESS GRANT FUND	\$ 6,639.11
CENTRALIZED BOOKING FUND	\$ 218,377.62
VICTIM/WITNESS FUND	\$ 12,288.85
RECORDER OF DEEDS IMPROVEMENT FUND	\$ 40,218.29
COUNTY RECORDS IMPROVEMENTS FUND	\$ 7,355.60
JUVENILE SUPERVISION FEE FUND	\$ 43,609.13
COMMUNITY SERVICE FEE FUND	\$ 9,244.44
PROTHONOTARY AUTOMATION FUND	\$ 36,117.19
AFFORDABLE HOUSING FUND	\$ 269,969.84
CLERK OF COURTS AUTOMATION FUND	\$ 10,115.46
REGISTER OF WILLS AUTOMATION FUND	\$ 15,564.43
JUVENILE ELECTRONIC MONITORING FUND	\$ 6,278.12
VITAL STATS IMPROVEMENT FUND	\$ 29,612.47
SUBSTANCE ABUSE EDUCATION	\$ 187,181.08
LIQUID FUELS/ACT 44	\$ 572,971.05
HIGHWAY BRIDGE IMPROVEMENT ACT 13	\$ 650,080.15
VICTIMS SERVICES FUND	\$ 80,336.41
HOTEL ROOM EXCISE TAX FUND	\$ 91,957.89
CDBG FUND	\$ 19.56
DEBT SERVICE FUND	\$ 1,041,347.99
CAPITAL PROJECTS FUND SP NOW	\$ 2,376,205.66
PLGIT/PRIME	\$13,000,000.00
PLGIT/CD PURCHASE	\$ 0.00
FRINGE BENEFIT PAYMENT FUND	\$ 697,190.43
PAYROLL FUND	\$ 14,290.13
TAX CLAIM FUND	\$ 684,123.34

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

COUNTY TREASURER RONALD SHEEHAN GRANTED A PRESS RELEASE EFFECTIVE  
AUGUST 3, 2020 THE TREASURERS OFFICE WOULD BE GOING BACK TO APPOINTMENT ONLY.

**PERSONNEL REPORT:**

**RESIGNATIONS:**

**CLAIRE A. GOGEL, DANIELSVILLE, PA – SPECIAL DEPUTY SHERIFF TRAINEE, SHERIFF’S OFFICE – EFFECTIVE  
JULY 24, 2020.**

**KAITLYN M. KOCH**, LEHIGHTON, PA – AUTOMATION/PASSPORT PROCESSING CLERK, PROTHONOTARY’S OFFICE  
– EFFECTIVE AUGUST 3, 2020.

**PAIGE D. MCCURLEY**, ALLENTOWN, PA – COUNTY CASEWORKER I, CHILDREN & YOUTH SERVICES –  
EFFECTIVE JULY 27, 2020.

**SKYE T. KARDANE**, ALBRIGHTSVILLE, PA – PART-TIME DISPATCHER TRAINEE, COMMUNICATIONS CENTER –  
EFFECTIVE JULY 29, 2020.

**DATE OF APPOINTMENT CORRECTION:**

**ALEXANDRIA MOHN**, ALLENTOWN, PA – LAW CLERK - EFFECTIVE JULY 29, 2020.

**SEMINAR/TRAINING REQUESTS:**

**AREA AGENCY ON AGING**

**ZACH L. RABENOLD**

PDA PROTECTIVE SERVICE BASIC TRAINING 20-21 – VIRTUAL COURSE  
PALMERTON, PA

**CHILDREN & YOUTH SERVICES**

**SAMANTHA PATTEN**

**RACHEL BRUNNQUELL**

FOUNDATIONS WEBINARS:

INTRODUCTION TO CHILD WELFARE PRACTICE

INTRODUCTION TO ENGAGEMENT

CHILD PROTECTIVE SERVICES AND GENERAL PROTECTIVE SERVICES

SAFETY ASSESSMENT

RISK ASSESSMENT

JIM THORPE, PA

**CLERK OF COURTS**

**KAREN L. SWEENEY**

74<sup>TH</sup> ANNUAL PA STATE ASSOCIATION OF PROTHONOTARIES AND CLERK OF COURTS ANNUAL CONFERENCE  
CANONSBURG, PA

COST: CONFERENCE FEE \$525.00, LODGING, MILEAGE (IF COUNTY VEHICLE IS UNAVAILABLE)

**PLANNING & DEVELOPMENT**

**DAVID J. BODNAR**

PUBLIC SERVICE ACTIVITIES USING CDBG-CV (CARES ACT) FUNDS WEBINAR

COVID-19 RECOVERY STRATEGIES FOR SMALL BUSINESS DISTRICTS SESSION 1 WEBINAR

JIM THORPE, PA

MOTION BY MR. AHNER SECONDED BY MR. LUKASEVICH, TO ACCEPT THE PERSONNEL REPORT  
DATED JULY 30, 2020.

BOARD POLLED:   AHNER       YES  
                          LUKASEVICH YES  
                          NOTHSTEIN YES

**CORRESPONDENCE:**



**PALMERTON OFFICE:**

**#20-365 SERVICE AGREEMENT/ESCO, INC.:**

AN AGREEMENT WITH ESCO, INCORPORATED, OF EPHRATA, PENNSYLVANIA, FOR MONITORING SERVICES FOR SECURITY CAMERAS AND PANIC BUTTONS LOCATED AT DISTRICT COURT PALMERTON #56-2-01 EFFECTIVE JUNE 1, 2020 THROUGH MAY 31, 2021. SERVICE CALLS WILL BE CHARGED \$206.00/VISIT AND SUBSEQUENT LABOR WILL BE CHARGED \$125.00/HOUR. TOTAL COST: \$208.00/YEAR (NO INCREASE IN PRICE)

MOTION BY MR., AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE AND EXECUTE THE SERVICE AGREEMENT WITH ESCO, INCORPORATED AS SUBMITTED.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**FISCAL/DATA:**

**#20-366 TYLER TECHNOLOGIES/MODIFICATION:**

A REQUEST WAS RECEIVED FROM THE FISCAL/DATA PROCESSING DIRECTOR FOR REQUEST FOR SERVICE (RFS) AUTHORIZATION FOR TYLER TECHNOLOGIES, INCORPORATED TO MODIFY THE EXISTING PAYROLL/DIRECT DEPOSIT FORMS TO SHOW HOURLY RATE/SHIFT AT THE COST OF \$700.00.

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE REQUEST FOR SERVICE (RFS) AUTHORIZATION FOR TYLER TECHNOLOGIES, INCORPORATED.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**DRUG & ALCOHOL COMMISSION:**

**#20-367 FIVE-YEAR AGREEMENT:**

THE FIVE-YEAR GRANT AGREEMENT BETWEEN THE CARBON-MONROE-PIKE DRUG & ALCOHOL COMMISSION AND THE PENNSYLVANIA DEPARTMENT OF DRUG & ALCOHOL PROGRAM, COVERING THE TERM JULY 1, 2020 TO JUNE 30, 2025 WAS SUBMITTED FOR BOARD ACTION.

THE GRANT ALLOCATION IS AS FOLLOWS:

JULY 1, 2020 THROUGH JUNE 30, 2021	\$1,117,221
JULY 1, 2021 THROUGH JUNE 30, 2022	\$1,128,980
JULY 1, 2022 THROUGH JUNE 30, 2023	\$1,128,980
JULY 1, 2023 THROUGH JUNE 30, 2024	\$1,128,980
JULY 1, 2024 THROUGH JUNE 30, 2025	\$1,128,980

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE FIVE-YEAR AGREEMENT FOR THE DRUG AND ALCOHOL PROGRAM.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**PLANNING & DEVELOPMENT:**

**#20-368 CDBG/CHANGE ORDER/SUMMIT HILL:**

JULY 30, 2020

CHANGE ORDER #1 WAS RECEIVED FOR APPROVAL FROM THE DIRECTOR OF PLANNING & DEVELOPMENT TO THE CONTRACT WITH STONEY LONESOME EXCAVATING OF SUMMIT HILL, PENNSYLVANIA, FOR PARKS, RECREATIONAL FACILITIES - GINDER FIELD REHABILITATION PROJECT- BUILDING, SUMMIT HILL BOROUGH (FY2016, FY2017). THIS CHANGE ORDER ADDS PARK BENCHES, PICNIC TABLES, TRASH CANS AND GEO-MATTING AND PROTECTIVE SURFACE HARDWOOD MULCH. DUE TO CHANGES TO THE CONTRACT, THE COST WAS INCREASED \$24,800.00, FOR A NEW TOTAL CONTRACT PRICE OF \$114,193.00. ORIGINAL CONTRACT: \$89,393.00

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE CHANGE ORDER #1 TO THE AGREEMENT WITH STONEY LONESOME EXCAVATING

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**SOLICITOR'S REPORT:**

**COMMUNITY TRAFFIC SAFETY PROJECT:**

**#20-369 RESOLUTION/SIGNATORY AUTHORITY:**

MOTION MADE BY MR. LUKASEVICH, SECONDED BY MR. AHNER TO ADOPT THE RESOLUTION AUTHORIZING THE CHAIRMAN TO EXECUTE THE GRANT APPLICATION WITH PENNSYLVANIA DEPARTMENT OF TRANSPORTATION, DISTRICT 5-0, TO PROVIDE THE HIGHWAY SAFETY NETWORK ACCESS TO THE DOT PROGRAMS FOR THE COMMUNITY TRAFFIC SAFETY PROJECT. THE NEW GRANT APPLICATION PERIOD COVERS OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2022, YEAR ONE \$254,342.77; YEAR TWO \$259,429.63.

**RESOLUTION #20-029**  
**COMMUNITY TRAFFIC SAFETY**

BE IT RESOLVED, THE AUTHORITY OF THE **BOARD OF COMMISSIONERS** OF THE **COUNTY OF CARBON** IT IS HEREBY RESOLVED BY THE AUTHORITY OF THE SAME, THAT THE **CHAIRMAN** OF SAID ORGANIZATION, AUTHORITY BE AUTHORIZED AND DIRECTED TO SIGN THE ATTACHED GRANT ON ITS BEHALF.

**COUNTY OF CARBON**

ATTEST

/S/ ELOISE AHNER

BY: /S/ WAYNE E. NOTHSTEIN

ELOISE K. AHNER, CHIEF  
CLERK/COUNTY ADMINISTRATOR

WAYNE E. NOTSTEIN, CHAIRMAN

I, **ELOISE K. AHNER, CHIF CLERK/ COUNTY ADMINISTRATOR** OF THE **CARBON COUNTY BOARD OF COMMISSIONERS** DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF THE RESOLUTION ADPOTED DURING A MEETING OF THE **BOARD OF COMMISSIONERS** HELD THE 30<sup>TH</sup> DAY OF **JULY, 2020.**

DATE: JULY 30, 2020

/S/ ELOISE AHNER  
ELOISE K. AHNER, CHIEF  
CLERK/COUNTY ADMINISTRATOR

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**LP GAS/PROPANE:**

**#20-370 ADDENDUM/BUTTON:**

AN ADDENDUM TO THE AGREEMENT DATED FEBRUARY 21, 2018 WITH BUTTON OIL & PROPANE OF MOUNTAINTOP, PENNSYLVANIA, TO ADD THE CARBON COUNTY MAINTENANCE STORAGE FACILITY TO THE CURRENT LIST OF LOCATIONS, USING AN ON-CALL FILL SCHEDULE WAS SUBMITTED FOR APPROVAL.

MOTION BY MR., AHNER, SECONDED BY MR. LUKASEVICH, TO APPROVE AND EXECUTE THE ADDENDUM TO THE AGREEMENT WITH BUTTON OIL & PROPANE.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**PARKS & RECREATION:**

**#20-371 ACTIVITIES AGREEMENT/MCLP:**

A SPECIAL ACTIVITIES AGREEMENT FOR USE OF MAUCH CHUNK LAKE PARK WAS SUBMITTED FOR THE FOLLOWING:

LANAPE NATION  
NATIVE AMERICAN FESTIVAL, MAUCH CHUNK POW WOW  
SEPTEMBER 12 & 13, 2020

MOTION BY MR. LUKASEVICH, SECONDED BY MR. AHNER, TO APPROVE AND EXECUTE THE SPECIAL ACTIVITIES AGREEMENT.

BOARD POLLED: AHNER YES  
LUKASEVICH YES  
NOTHSTEIN YES

**RENTAL FEE APPRAISALS:**

**#20-372 PROPOSAL/PERSON:**

A PROPOSAL WAS RECEIVED FROM PERSON AGENCY OF LEHIGHTON, PENNSYLVANIA, FOR RENTAL FEE APPRAISALS OF THE FOLLOWING PROPERTIES:

1202 NORTH STREET, JIM THORPE PA (MCTC PLAZA) \$650.00  
410 CENTER AVENUE, JIM THORPE PA (JTASD ADMIN) \$700.00

MOTION BY MR. AHNER, SECONDED BY MR. LUKASEVICH TO HOLD A DISCUSSION.

MR. LUKASEVICH NOTED A CORRECTION THE ADDRESS IS 1202 NORTH STREET, JIM THORPE PA NOT 1202 CENTER STREET, JIM THORPE PA.

A BRIEF DISCUSSION WAS HELD.

BOARD POLLED: AHNER NO  
LUKASEVICH YES  
NOTHSTEIN NO

MOTION BY MR. NOTHSTEIN TO REVIEW THE SPREAD SHEET WITHIN ONE (1) WEEK REGARDING THE PROJECTED COSTS ASSOCIATED WITH THE PROPOSED RENTALS.

**FURTHER BUSINESS:**

MR. NOTHSTEIN SPOKE OF THE CARES ACT BEING BUSY WITH RECEIVING CALLS REGARDING



**JULY 30, 2020**

QUESTIONS AND CONCERNS RELATIVE TO THE GRANT APPLICATIONS.

MR. LUKASEVICH EMPHASIZED THE APPLICATION DEADLINE IS JULY 31, 2020. APPLICANTS WILL BE GIVEN 30 DAYS TO PROVIDE ANY MISSING DOCUMENTATION IF NECESSARY.

A BRIEF DISCUSSION WAS HELD.

**COMMISSIONERS' REPORTS:**

COMMISSIONER AHNER COMMENTED ON THE COUNTY PURCHASING FOGGERS WHICH WILL BE USED FOR DISINFECTING COUNTY FACILITIES AND VEHICLES THROUGH THE COUNTY RELIEF BLOCK GRANT. HE OFFERED REMARKS ON THE READING AND NORTHERN RAILROAD RETURNING TO JIM THORPE.

COMMISSIONER LUKASEVICH UPON DISCUSSION WITH THE DIRECTOR OF ELECTIONS IT WAS NOTED THE RESIDENTS THAT PREVIOUSLY APPLIED FOR PERMANENT ANNUAL MAIL-IN BALLOT DO NOT NEED TO REAPPLY.

COMMISSIONER NOTHSTEIN ACKNOWLEDGED ON JULY 26, 2020, MARKS THE 30<sup>TH</sup> ANNIVERSARY OF AMERICANS WITH DISABILITIES ACT.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,

THE MEETING OF THE BOARD OF COMMISSIONERS ADJOURNED AT 11:05 A.M.

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ELOISE K. AHNER,  
CHIEF CLERK/COUNTY ADMINISTRATOR

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WAYNE E. NOTHSTEIN, CHAIRMAN